NIH eRA Commons Release Notes Version 2.7.4.4 (External Users)

General Enhancements

The following general enhancements have been added to the Commons portal:

Oracle Upgrade

The eRA Commons module has been upgraded to Oracle 10g (v10.1.2.0.2). The expected benefits of this upgrade are improved server performance, as well as the ability to better support the J2EE software architecture and development.

Expired Session

A warning message is displayed after a period of inactivity.

Figure 1: Click "Keep Session" to resume your work or "Abandon Session" to force your account to log out.

If your session expires while the Commons module is open, because you did not respond to the expiration message within the allotted time period, a page appears that allows you to return to the login page.

*Figure 2: Click the **Return to Login** hyperlink to be redirected to the login page.*

Responding to the prompt within the allotted timeframe is essential to maintain system use. Failure to respond within the allotted timeframe may result in loss of functionality. If any problems occur, close your web browser window and then reopen it to log in and begin a new session.

Passwords

Password Changes

The following modifications have been made to the e-mail message that users receive after their Commons' password has been changed.
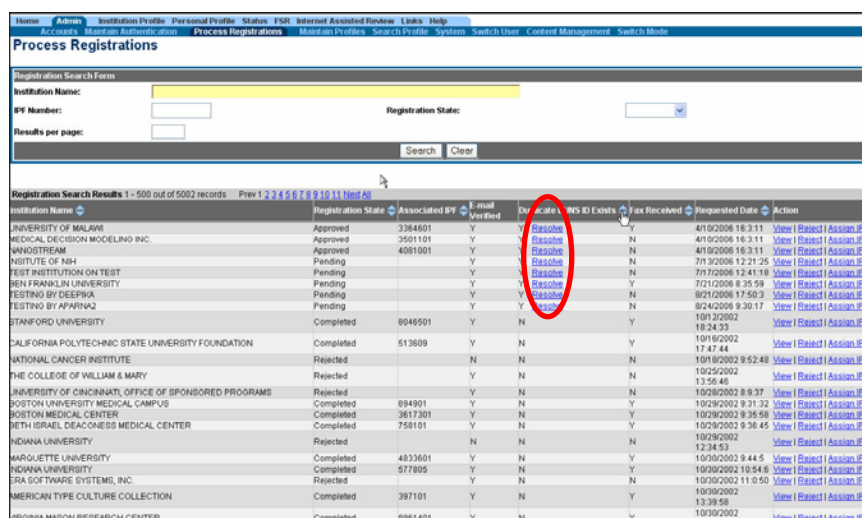
- The e-mail message, *Subject: eRA Commons: Your account has been modified*, has removed the references that instruct users to copy and paste the temporary password on the logon page.

- In an effort to eliminate password ambiguity, the e-mail will no longer capture a dot after the password.

NOTE: Once you have changed your password, the system now automatically logs you in.

Registrations

Duplicate DUNS IDs

The **Process Registrations for IPFs** page now includes a function that causes the system to verify that the DUNS (Data Universal Numbering System) ID on the registration is not a duplicate of an existing DUNS ID on the IPF record of another institution.

*Figure 3: Select the **Resolve** hyperlink on the **Process Registrations for IPFs** page (REG3012) to allow the system to make this verification.*

If any duplicate DUNS exist, you will receive a warning message that reads:

> The system has detected a possible discrepancy in the DUNS number entered [DUNS number]. Please verify that the DUNS information entered is the correct information for your institution. If this number is correct please press "**OK**," if this information is incorrect please press "Cancel" and correct your DUNS number.

You then have the option of selecting **OK** to continue or **Cancel** to cancel the transaction. If you select **OK**, the institution profile is flagged in the database to alert the registration staff that a duplicate DUNS has been entered.
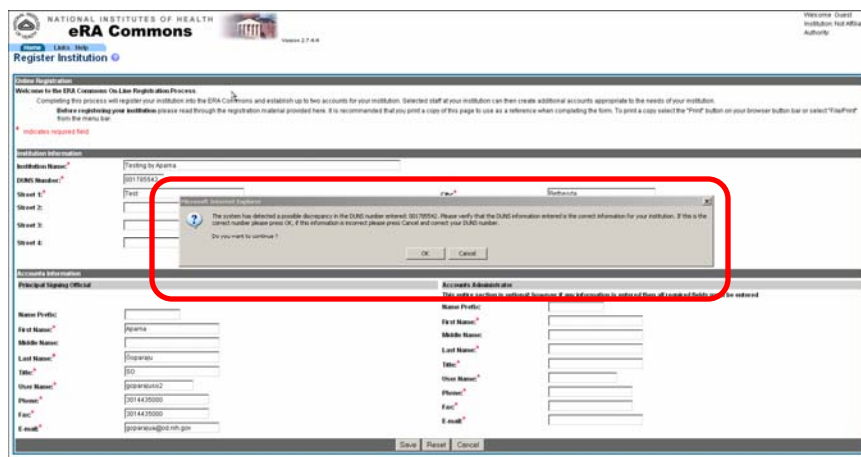
Figure 4: Duplicate DUNS Error Message (REG3007)

Sorting Registrations

You have the option of sorting the list of registrations by the **FAX Received date** or the **Registration Date ASC**. Click on the column title to sort the list by that column's details.

To sort registration records:

1. Select the Admin access tab.

2. Click Process Registrations.

Organization Registration Edit Screen

The **Organization Registration Edit** screen no longer requires read-only fields (*Type of Org, Type of Org – Other, and Ownership Control*) to be completed. Data may now be saved without completing the aforementioned fields.

Personal Profile File (PPF) Edit

Citation Text Field Truncation

The requirement of restricting citation text to 240 characters has been relaxed to allow for consistency in both the eSNAP module and the Commons. Citations up to 2000 characters are now displayed.
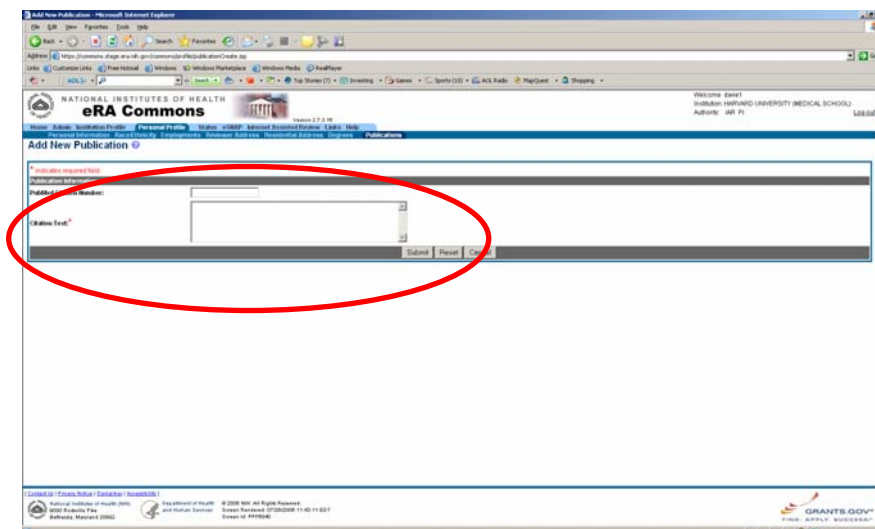
Figure 5: Citation text up to 2000 characters may now be entered on the Add New Publication screen (PPF6040).

You will no longer receive a notification if there are more than 240 characters in the citation text field.
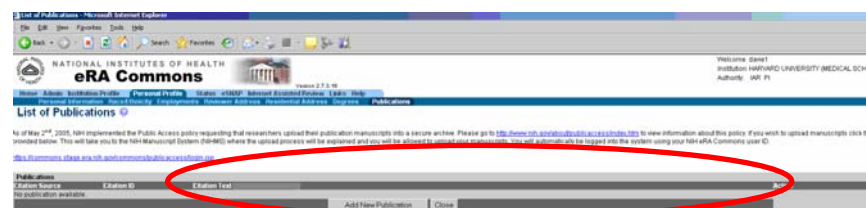

Figure 6: List of Publications Screen (PPF6015)

Publication Sorting

The displayed list of citations that appear on the **Publications access tab** is now sorted in the following order: **PI Entered (i.e., those entered free form by the PI), NIHMS, PUBMED.**

Citation ID Field Input Limits

The **PubMed Citation Number** field on the **Add New Publication** page (PPF6040) allows you to add a Citation ID that includes up to 15 characters.
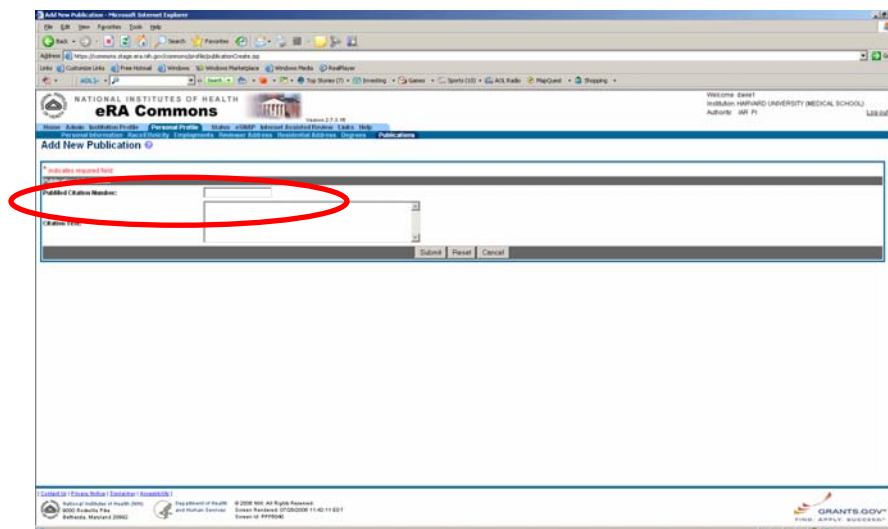
Figure 7: The PubMed Citation Number field allows a maximum of 15 characters. (PPF6040)

Status

eSubmission Hitlist

The **eSubmission hitlist default sort** on *Received Date* lists the records in descending order (i.e., the most recent submissions are now listed first).

SO Status Query Functionality

The **Show Submission Errors** checkbox has been replaced on the **eSubmission Search** screen.

The option buttons **Show all prior failed eSubmissions** and **Hide prior failed eSubmissions** now appear on the **eSubmission Search** screen.

Document Folder

All PIs (including multi-PIs) may view the **Document Folder** in Status detail.

Internet Assisted Review (IAR)

Pioneer Meetings

You are now able to access Pioneer Meetings without receiving an error message.

Control Center Labels

The label **Init Review group** has been changed and is now labeled **Scientific Review Group**.

Figure 8: IAR Status Information Screen

| **Meeting Locations** | Meeting locations for both SRG and Council Meetings have been removed. |

| **Priority Scoring and Percentiles** | The priority score and percentile fields have been changed to no longer display 0 and 0.0 if the application scores have not been released. |

- The Percentile field will display a value only if the percentile is present. If the percentile is not present no data is displayed in the field.

- If the application is scored the numeric score will display in the percentile field.

- *Not Recommended for further consideration* will display in the score field if the application has an IRG Recommendation as 2.

- *No recommendation* will display in the score field if the application has an IRG Recommendation as 4.

- *Deferred* will display in the score field if the application has an IRG Recommendation as 3.

- *Unscored* will display in the score field if the application has an IRG Recommendation as 5 or 6.

| **Sorting of Reviewers** | Reviewers' names are now properly sorted alphabetically in the **IAR Control Center**. |

eSNAP

| **Program Income** | You are able to make edits to the **Program Income Form** without receiving an error message. |

Figure 9: Edit Business-Program Income Screen (ESP7016)

Routing Cancellation

When routing an eSNAP to the Signing Official (SO), the Principal Investigator (PI) has the option of canceling the transaction. Click **Cancel** to return to the **eSNAP Menu**. A warning message appears that notifies you that the eSNAP has not been routed to the SO.

PI Delegate Authority E-Mail

The e-mail message, *Subject: eRA Commons: Delegation of PI Authority to Process Grant Data"* has been modified to remove all references to the xTrain system.

Human Subjects Protocol

When the eSNAP is initiated, the system no longer creates a default protocol for human subjects if human subjects are not used, or are exempt.

Figure 10: A warning message appears on the eSNAP Menu Screen when a routing request is cancelled.